



# Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore

## B.COM. HONS. PROGRAM (2018-21)

### BCOM301- INCOME TAX LAW AND PRACTICE

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME							
		THEORY			PRACTICAL		L	T	P
		END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*			
BCOM301	Income Tax Law and Practice	60	20	20	-	-	3	1	-
									4

**Legends:** L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

\*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

### Course Objective

The objective of the course is to have the practical knowledge and understanding about Income Tax Act, standards, principles and procedures to solve taxation problems and its Practical application in business and economy.

### Examination Scheme

The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of five questions. Each question will carry 12 Marks and consist of four questions, out of which student will be required to attempt either question number (a) and (b) or question number (c) and (d). Each question i.e. (a), (b), (c) and (d) will be of 6 marks.

### Course Outcomes

1. To learn about the Income Tax Act and the history of income tax act
2. To understand various basic concepts and terminology used in Income tax Act
3. To have the knowledge of various objectives of income tax act
4. To learn the filing of ITR, Assessment procedure, TDS, Advance tax payment etc.

### COURSE CONTENTS

**Unit-I:** Income Tax in India -- An Introduction, Basic concepts in income tax, agriculture income, Casual income, previous year, assessment year, gross total income, total income, person, assessee, residential status, Income Exempt from Income Tax.

**Unit-II:** Income from salaries and income from house property.



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**Unit-III:** Income from business and profession, capital gains, income from other sources.

**Unit-IV:** Set off and carry forward of losses, deductions from gross total income, clubbing of income, computation of total income.

**Unit-V:** Assessment procedure, TDS, Advance tax payment, Income tax authorities, Appeal, revision and penalties.

### ***Suggested Readings***

1. Singhanar V.K: *Students' Guide to Income Tax*; Taxmann, Delhi.
2. Prasadi, Bhagwati: *Income Tax Law & Practice*; Wiley Publication, New Delhi,
3. Mehrotra H.C: *Income Tax Law & Accounts* ;SahityaBhawan, Agra.
4. DinkerPagare• *Income Tax Law and Practice*; Sultan Chand & Sons, New Delhi.
5. GirishAhuja and Ravi Gupta: *Systematic approach to income tax*;SahityaBhawan Publications, New Delhi.
6. Chandra Mahesh and Shukla D.C.: *Income Tax Law and Practice*; Pragati Publications, New Delhi



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## BCOM302 LEGAL SYSTEMS IN BUSINESS

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME							
		THEORY			PRACTICAL		L	T	P
		END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*			
BCOM302	Legal Systems in Business	60	20	20	-	-	3	1	-

**Legends:** L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

\***Teacher Assessment** shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

### Course Objective

The objective of the course is to provide the student with foundational information about the legal system and their impact on business, the relationship between law and ethics, contracts, sales and business law in the global context.

### Examination Scheme

The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of five questions. Each question will carry 12 Marks and consist of four questions, out of which student will be required to attempt either question number (a) and (b) or question number (c) and (d). Each question i.e. (a), (b), (c) and (d) will be of 6 marks.

### Course Outcomes

1. To learn the basics of legal system in India and their practical application in business.
2. To improve your ability to recognize and manage legal risks in business decision making
3. Gain practical knowledge on the Sale of goods act, Companies act, Partnership act etc.
4. Learn about consumer's rights through consumer protection act.

### **COURSE CONTENT**

**Unit-I:** The Indian Contract Act, 1872: Essentials of a Valid Contract, Void and Voidable Agreements, Performance of Contracts, Breach of a Contract and Its Remedies, Quasi Contracts. Indemnity and Guarantee, Bailment and Pledge, Contract of Agency.

**Unit-II:** The Sale of Goods Act. 1930: Formation of a Sales Contract.

Negotiable Instrument Act, 1881: Definition and Essential Features of Negotiable Instruments, Types of Instruments and Endorsement, Parties to Negotiable Instrument.



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**Unit-III:** The Companies Act, 2013: Types of Companies, Memorandum and Article of Association, Shareholders and Debenture Holders, Minority Protection, Winding-up. Partnership Act 1932: Definition and Nature of Partnership, Formation of Partnership, Rights, Duties and Liabilities of Partners, Dissolution of Partnership Firm

**Unit-IV:** Consumer Protection Act- Provisions related to consumer protection and Redressal of consumer Grievances.

**Unit-V:** Vishakha guidelines, Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. Municipal and local regulations; various recent business laws passed in the last 4-5 years

### ***Suggested Readings***

1. N.D. Kapoor – *Elements of Mercantile Law* – Sultan Chand & Co., New Delhi.
2. Avtar Singh – *Company Law*– Eastern Book Company, 17<sup>th</sup> Edition
3. Varshney (2014)-*Banking Law & Practice* –Sultan Chand & Co., New Delhi 25<sup>th</sup> Edition
- 4.M.L. Tannan (2010)-*Banking Law & Practice* –.Lexisnexis Butterworth wadhwa, 23<sup>rd</sup> Edition
5. N.D. Kapoor (2013)-*Industrial Law* – Sultan Chand & Co., New Delhi, 12<sup>th</sup> Edition
6. Melvin and Katz,*E-book: The Legal Environment of Business*, McGraw-Hill 2nd edition



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## BBAI302 MANAGEMENT ACCOUNTING

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME								
		THEORY			PRACTICAL		L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
BBAI 302	Management Accounting	60	20	20	-	-	4	-	-	4

**Legends:** L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

\***Teacher Assessment** shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

### Course Objective

The objective of the course is to impart the basic knowledge of financial accounting theory, standards, principles and procedures to accounting problems and its application in business

### Examination Scheme

The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of two sections A and B. Section A will carry 36 Marks and consist of five questions, out of which student will be required to attempt any three questions. Section B will comprise of one or more cases / problems worth 24 marks.

### Course Outcomes

1. Understand the basic accounting concepts and their application in business.
2. Apply the dual-entry recording framework to a series of transactions that results in a balance sheet.
3. Gain knowledge on the preparation of financial statements.
4. Develop the skills needed to analyze financial statements effectively, and

## COURSE CONTENT

### Unit I: Basics of Management Accounting

1. Meaning and definition of Management Accounting
2. Nature and Scope of Management Accounting
3. Relationship of Management Accounting with other branches of Accounting

### Unit II: Budgetary Control

1. Meaning of Budget
2. Budgetary Control and its use as a management tool



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3. Functions of Budgets, Difference between Budgets and Forecasts, Planning Process
4. Fixed and Flexible Budgets

### Unit III: Standard Costing

1. Introduction to Standard Costing
2. Cost Standards and their types
3. Establishing Standard Costs

### Unit IV: Variance Analysis

1. Sales Variance
2. Labour Variance
3. Overhead Variance

### Unit V: Marginal Costing as a Tool for Decision Making

1. Make or Buy Decision
2. Change in product Mix
3. Pricing Decisions
4. Exploring a New Market
5. Shut-down Decisions

### Suggested Readings

1. Jain S.P. & Narang K.L (2013), *Cost and Management Accounting*, Kalyani Publishers, New Delhi, Latest edition
2. Arora M.N. (2009), *Cost and Management Accounting (Theory and Problems)*; Himalaya Publishing House, Latest edition
3. Piallai R.S.N & Bhagvathi (1996), *Management Accounting*, S. Chand & Co. Ltd., Latest edition
4. Saxena V.K. & Vashist C.D. (2014), *Cost and Management Accounting*, Sultan Chand & Sons, Latest edition
5. Arora M. N. , *A Text Book of Cost and Management Accounting* Vikas Publishing House, Latest edition



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## ML-301 ENVIRONMENTAL MANAGEMENT AND SUSTAINABILITY

SUBJECT CODE	CATEGO RY	SUBJECT NAME	TEACHING & EVALUATION SCHEME								
			THEORY			PRACTICAL		L	T	P	CREDITS
			END SEM University Exam	Two Term Exam	Teachers Assesse nt*	END SEM University Exam	Teachers Assesse nt*				
ML-301	Compulsor y	Environmental Management and Sustainability	60	20	20	0	0	4	0	0	4

**Legends:** L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

\*Teacher's Assessment shall be based upon following components: Quiz/Assignment/Project/Participation in Class, given that no component shall exceed more than 10 marks.

### Course Objective

1. To create awareness towards various environmental problems.
2. To create awareness among students towards issues of sustainable development.
3. To expose students towards environment friendly practices of organizations.
4. To sensitize students to act responsibly towards environment.

### Examination Scheme

The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of two sections A and B. Section A will carry 36 Marks and consist of five questions, out of which student will be required to attempt any three questions. Section B will comprise of one or more cases / problems worth 24 marks.

### Course Outcomes

1. The course will give students an overview of various environmental concerns and practical challenges in environmental management and sustainability.
2. Emphasis is given to make students practice environment friendly behavior in day-to-day activities.

## COURSE CONTENT

### Unit I: Introduction to Environment Pollution and Control

1. Pollution and its types (Air, Water, and Soil): Causes, Effects and Control measures
2. Municipal Solid Waste: Definition, Composition, Effects
3. Electronic Waste: Definition, Composition, Effects
4. Plastic Pollution: Causes, Effects and Control Measures



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## Unit II: Climate Change and Environmental Challenges

1. Global Warming and Green House Effect
2. Depletion of the Ozone Layer
3. Acid Rain
4. Nuclear Hazards

## Unit III: Environmental Management and Sustainable Development

1. Environmental Management and Sustainable Development: An overview
2. Sustainable Development Goals (17 SDGs)
3. Significance of Sustainable Development
4. Environment Friendly Practices At Workplace and Home (Three Rs' of Waste Management, Water Conservation, Energy Conservation)

## Unit IV: Environmental Acts

1. The Water (Prevention and Control of Pollution) Act, 1974: Objectives, Definition of Pollution under this act, Powers and Functions of Boards
2. The Air (Prevention and Control of Pollution) Act, 1981: Objectives, Definition of Pollution under this act, Powers and Functions of Boards
3. The Environment (Protection) Act, 1986: Objectives, Definition of important terms used in this Act, Details about the act.
4. Environmental Impact Assessment: Concept and Benefits

## Unit V: Role of Individuals, Corporate and Society

1. Environmental Values
2. Positive and Adverse Impact of Technological Developments on Society and Environment
3. Role of an individual/ Corporate/ Society in environmental conservation
4. Case Studies: The Bhopal Gas Tragedy, New Delhi's Air Pollution, Arsenic Pollution in Ground Water (West Bengal), Narmada Valley Project, Cauvery Water Dispute, Fukushima Daiichi Disaster (Japan), Ozone Hole over Antarctica, Ganga Pollution, Deterioration of Taj Mahal, Uttarakhand flash floods

### Suggested Readings:

1. Rogers, P.P., Jalal, K.F., Boyd, J.A. (Latest Edition). **An Introduction to Sustainable Development**. Earthscan
2. Kalam, A.P.J. (Latest Edition). **Target 3 Billion: Innovative Solutions Towards Sustainable Development**. Penguin Books
3. Kaushik, A. and Kaushik (Latest Edition). **Perspectives in Environmental Studies**. New Delhi: New Age International Publishers.
4. Dhameja, S.K. (Latest Edition). **Environmental Studies**. S.K. Kataria and Sons. New Delhi
5. Bharucha, E. (Latest Edition). **Environmental Studies for Undergraduate Courses**. New Delhi: University Grants Commission.
6. Wright, R. T. (Latest Edition). **Environmental Science: towards a sustainable future**. New Delhi: PHL Learning Private Ltd.
- Rajagopalan, R. (Latest Edition). **Environmental Studies**. New York: Oxford University Press.



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## BBAI 304 – PRINCIPLES OF MARKETING

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME								
		THEORY			PRACTICAL		L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
BBAI 304	Principles of Marketing	60	20	20	-	-	3	1	-	4

**Legends:** L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

\***Teacher Assessment** shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

### Course Objective

Marketing is the process for creating, communicating, delivering and exchanging offerings that have value for customers, clients, partners and society at large. Marketing contributes to the fundamental objectives of Businesses namely survival, profits and growth. This course will empower students with the Marketing skills.

### Examination Scheme

The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of two sections A and B. Section A will carry 36 Marks and consist of five questions, out of which student will be required to attempt any three questions. Section B will comprise of one or more cases / problems worth 24 marks.

### Course Outcomes

1. The overall objective of the course is to provide an understanding of the Fundamental concepts of marketing in the modern marketing practices
2. Develop an insight on the marketing implications that enable students evolve, explore, develop and implement marketing plans.

## COURSE CONTENT

### Unit I: Marketing

1. Meaning – concept, functions, 7P's of Marketing
2. marketing Planning & implementation
3. Marketing Programmes
4. Marketing environment – Micro and Macro.
5. Introduction to Industrial Marketing



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## Unit II: Product

1. Meaning
2. Product planning policies
3. positioning
4. New product development

## Unit III: Pricing

1. Pricing objectives
2. Setting and modifying the price
3. Initiating price changes
4. Responding to price changes

## Unit IV: Promotion

1. Promotion Mix
2. Advertisement - Message - copy writing - Media strategy -
3. Sales promotion
4. Personal selling
5. Publicity

## Unit V: Physical Distribution

1. Distribution Mix
2. Managing channel intermediaries
3. Transport and warehousing

## *Suggested Readings*

1. Kotler Philip, Keller Kevin Lane, Koshy Abraham, JhaMithileshwar (2008), **Marketing Management:A South Asian Perspective**, Pearson Prentice Hall, Latest edition
2. SaxenaRajan, (2002) **Marketing Management**, Tata McGraw-Hill Publishing, Latest edition
3. Ramaswamy&Nmakumary (2009), **Marketing Management-Global Perspective- Indian Context**-Mac Millon India Ltd, Latest edition